

California Housing Finance Agency Job Opportunity

Student Assistant Application Development

Hourly Salary Range	\$7.86 – 10.47 depending on units earned and/or prior State service.
Final File Date	Open until filled.
Division	Information Technology Division
Specific Location	12 th & L Streets, Downtown Sacramento
Tenure & Timebase Hours	Temporary & Part Time (Minimum of 16 hours per week during school and up to 40 hours per week during breaks.)
Number of Positions	One
Questions?	Carol LiVecchi 916-327-5172 or clivecchi@calhfa.ca.gov
Who Should Apply	Employment is based on continued enrollment in a university or college program. Applications will be screened and only those that best meet the requirements of the job will be considered.
How to Apply (Standard State Application forms, STD. 678, are available on-line at www.spb.ca.gov)	Submit a standard State application form, STD 678 (resume may be attached) to: Carol LiVecchi California Housing Finance Agency P.O. Box 4034 Sacramento, CA 95812-4034 Note on the front of your application that you're applying for the Application Development, Student Assistant position.
Duties <i>Equal Opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.</i> <i>It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.</i>	Under supervision, the incumbent will follow written specifications to write Visual Basic.Net code, test and debug application modules for applications in support of the California Housing Finance Agency's (CalHFA) Homeownership Loan Programs and the Agency's support systems. Duties include: 75% Applications Development: Design, code, test, and implement programs in the system. Document, maintain, and support the production system. 10% Communications: Meet with systems users to evaluate and recommend solutions to resolving the most complex IT System needs. Make presentations to management regarding system plans and work progress, and plan, convene, and conduct project meetings. Develop effective written documents including project feasibility and planning documents, memos, email and other documents to keep others well informed of project status. Communicate effectively with vendors, customers and business partners outside of CalHFA including the Homeownership Lender network of over 300 offices. 10% IT Team Member: Actively participate as a team member. Stay current on emerging technology issues. 5% Technical Skills Maintenance: Maintain competency and currency in the application development environment, languages and tools used by CalHFA including: MS Visual Studio (Visual BASIC, C++, J++, Visual Internet Development), Web-based development using Active Server Pages and Java Script. Maintain competency with the operating system environment at CalHFA which includes: UNIX, Windows NT, Windows 2000 Server, Citrix Thin Client Windows Terminal Server and Metaframe environment, and PC Windows desktops

